

Section 3: State Role in the Federal Airport Improvement Program

Airports included in the National Plan of Integrated Airport System (NPIAS) are eligible for federal funds. The Office of Aviation works closely with the FAA to ensure that the airport system in Iowa meets the needs of aviation system users.

Iowa is a channeling state, which means that general aviation airports that are eligible for federal funds and small commercial service airports not receiving primary entitlement are required by the Iowa Code Section 330.13 to submit pre-applications for the Federal Airport Improvement Program (AIP) funding to the Iowa DOT. Application deadline for the pre-applications is typically early-mid December. The Office of Aviation staff review the applications and recommend project prioritization to the Iowa Transportation Commission. After the Transportation Commission approves the prioritization, the pre-applications are forwarded to the FAA by the FAA deadline.

The FAA reviews the pre-applications and recommends projects based on the federal airport improvement program project prioritization and other qualitative factors. Projects must be eligible, justified, and have appropriate planning in place prior to a project being programmed. After a project is recommended, FAA will notify an airport when to begin designing and bidding a project. FAA intends to require airports to make the formal grant application (SF-424) based on bids, by May 1 of each year.

Non-Primary Entitlement

General aviation airports and commercial service airports with fewer than 10,000 enplanements receive non-primary entitlement (NPE) up to \$150,000 per year. The entitlement is based on the 5-year development costs included in the NPIAS published every two years. Every two years the Office of Aviation will assist the FAA and ask airports to update the projects that are included in the NPIAS. This update may include deleting projects that have been completed or no longer desired, and adding any new projects that may be desired. Projects in the NPIAS are not constrained by the availability of funding and may differ from those on the 5-Year Capital Improvement Plan.

Non-primary entitlement is designated for use at specific airports. The NPE can be carried over and accumulate for four years. It is the responsibility of airport sponsors to plan ahead so that these funds can be used. Every effort is made by the FAA and the Office of Aviation to help airports use these funds; however, airport sponsors need to have adequate planning to prevent inefficient project formulation and timing in the final year to use the funds. NPE funds can only be used for eligible and justified projects.

During the year that the entitlement funds expire, airport sponsors may be asked to transfer the funds to another airport in Iowa. Transfers are allowed by the federal program and help keep the federal money in Iowa.

Resource: National Plan of Integrated Airport System
http://www.faa.gov/airports/planning_capacity/npias/

Planning....Planning....Planning

Airport development should be guided by an Airport Layout/Master Plan that is updated

periodically. All development projects must be shown on an approved airport layout plan before the FAA will commit to funding. An emphasis on short term and long term planning will help federal projects progress through the system more effectively. As airport sponsors prepare their 5-year capital improvement plan, all projects and sources of funding should be considered and included. Development projects must also have appropriate environmental documentation prior to receiving funding. Land purchase agreements must be in place before land acquisition projects can be programmed.

Resources: *Developing your Airport Through Sound Capital Planning Practices*

http://www.faa.gov/airports/central/airports_resources/media/5-Year%20CIP.Brochure.4-fold_508.pdf

Federal AIP Sponsor Guide

http://www.faa.gov/airports/central/aip/sponsor_guide/

FAA Environmental References

<http://www.faa.gov/airports/environmental/>

Acquiring Land for Airports

http://www.faa.gov/airports/environmental/relocation_assistance/

Eligible Projects

Only projects eligible for the Federal AIP program should be included on CIP datasheets. The table below provides examples of eligible and ineligible projects.

Eligible Projects	Ineligible Projects
<i>Aircraft hangars (Non-Primary airports)</i>	<i>Maintenance or repair of buildings</i>
<i>Airfield drainage</i>	<i>Development that exceeds FAA Standards</i>
<i>Airfield lighting</i>	<i>Development for exclusive use</i>
<i>Airfield signage</i>	<i>Improvements for commercial enterprises</i>
<i>Apron construction/rehabilitation</i>	<i>Industrial park development</i>
<i>Environmental studies</i>	<i>Landscaping</i>
<i>Fuel farms (Non-Primary airports)(only new capacity)</i>	<i>Fuel farm replacement, repairs, or upgrades (except for documented capacity enhancement)</i>
<i>General aviation terminal buildings</i>	<i>Marketing plans</i>
<i>Land acquisition</i>	<i>Office equipment</i>
<i>Certain Nav aids (e.g. REILs, PAPIs)</i>	<i>Training</i>
<i>Planning studies</i>	<i>Airport operational Costs</i>
<i>Runway construction/rehabilitation</i>	<i>Replacement perimeter fencing</i>
<i>Safety area improvements</i>	
<i>Snow removal equipment</i>	<i>Maintenance equipment and vehicles (mowers)</i>
<i>Snow removal equipment storage</i>	<i>Artwork</i>
<i>Taxiway construction/rehabilitation</i>	
<i>Weather observation stations (AWOS)</i>	
<i>Wildlife fencing with adequate justification</i>	<i>Security fences and access control (unless required by FAR 1542)</i>

Resource: AIP Overview <http://www.faa.gov/airports/central/aip/overview/>

Justified Projects

FAA will only fund projects that meet FAA requirements for justification. This requirement is in force even if only non-primary entitlement funds are used.

- In the case of a runway extension, justification includes documentation of 500 itinerant operations of the critical design aircraft.
Apron expansion projects require that an apron sizing spreadsheet be completed that justifies the size requested.

www.faa.gov/airports/central/airports_resources/media/apron_area.xls

- Requests for snow removal equipment (SRE) require the sponsor to complete the spreadsheet that justifies the type of equipment requested.

www.faa.gov/airports/central/airports_resources/media/sre.xls.

Chapters 4 & 5 of the Airport Winter Safety and Operations, Advisory Circular (AC) 150/5200-30C

http://www.faa.gov/documentLibrary/media/Advisory_Circular/150_5200_30c_consolidated.pdf and the Airport Snow and Ice Control Equipment, AC 150/5220-20

http://www.faa.gov/documentLibrary/media/advisory_circular/150-5220-20/150_5220_20.PDF indicate the minimum equipment needed.

Revenue Producing Projects – Hangars and Fuel Facilities

Hangars and fuel facilities are eligible projects using non-primary entitlement funding only. No state apportionment or discretionary funding can be used on these projects. New construction that enhances capacity is eligible. Rehabilitation projects or replacement projects may be eligible if meet FAA requirements. The sponsor is required to submit: (1) justification for the project, including a waiting list if applying for a hangar; (2) a statement that airside development needs are met or a financial plan to fund airside needs over the next 3 years; and (3) evidence that runway approach surfaces are clear of obstructions.

Resources: FAA Revenue Facility Policy

http://www.faa.gov/airports/central/aip/revenue_producers/

Capital Improvement Program (CIP) Data Sheets

A CIP data sheet is required for each project that the airport would like included in the first three years of the 5-Year CIP. Datasheets should include a detailed cost estimate for the project and be signed by the airport sponsor.

Resources: CIP Datasheet

http://www.faa.gov/airports/central/airports_resources/media/cip_data_sheet.doc

Federal Airport Improvement Program (AIP) Pre-Applications – All pre-applications for federal funds from non-primary airports are required to be submitted to the Iowa DOT prior to submission to the FAA.

- Eligible sponsors: Sponsors of non-primary airports included in the NPIAS
- Application process: Application information is available on the Office of Aviation Web site and e-mailed to sponsors in September. Applications are due mid December. A completed application package includes:

- Federal AIP Pre-application form with contact information and checklist (Iowa DOT Form 291111)
- Capital Improvement Program (CIP) data sheet for each project or phase requested in the next three years
- 5-year capital improvement plan (CIP) that shows planned federal and state projects (Iowa DOT Form 291112)
- Long Range Needs Assessment (Iowa DOT Form 291113)
- Documentation of an approved, updated airport layout plan
- Documentation of project environmental determination
- Land has been acquired or purchase agreement in place
- Documentation of project justification for revenue producing projects, snow plow equipment or apron expansion
- Documentation of pavement management program if applicable
- Eligible projects – Projects include: runway, apron and taxiway construction and rehabilitation; pavement maintenance; drainage; obstruction removal; signage and lighting; navigation and communication aides; land acquisition; fuel facilities, terminals and hangars if all airside needs met; airport layout/master plans; snow removal equipment and equipment storage buildings
- Local share – 10%, \$25,000 minimum grant amount
- Project prioritization/approval: Projects are reviewed and prioritized based on available non-primary entitlement funding, system plan objectives, airport role, type of project, and justification. Projects are prioritized by Office of Aviation Staff, and presented to the Transportation Commission for review and approval of the prioritization. All pre-applications forwarded to FAA. All final funding decisions are the responsibility of the FAA and use the FAA project prioritization and other qualitative factors. After projects are recommended by the FAA and the airports are given a 'go letter,' airports apply for actual grants directly with the FAA based on bids by May 1.
- Special requirements: Projects must meet FAA eligibility and justification. The FAA must have made an environmental determination on the proposed project and land must be acquired prior to the project being recommended. See annual instructions for specific requirements.

Resources: Application Package-

<http://www.iowadot.gov/aviation/legislative/federalaipapplication.html>

CIP Datasheet with instructions:

http://www.faa.gov/airports/central/airports_resources/media/cip_data_sheet.doc

Federal AIP Sponsor Guide:

http://www.faa.gov/airports/central/aip/sponsor_guide/